



City of Oregon City  
**APPLICATION**  
**RIGHT OF WAY USAGE LICENSE**  
City Code – Chapter 13.34

**Oregon City Public Works**  
City of Oregon City  
13895 Fir Street  
PO Box 3040  
Oregon City, OR 97045  
  
971 204-4601  
[www.orcity.org/RightOfWay](http://www.orcity.org/RightOfWay)

**Pursuant to Chapter 13.34 of the City of Oregon City Municipal Code, unless a person has a valid franchise from the City, every person who owns or controls any utility facilities (as defined in the Code) in, upon, beneath, over or across any public right of way (ROW), and prior to constructing, placing or locating any utility facilities in the ROW, shall obtain a license from the City.**

**Instructions:** Please type or print clearly. Please provide all information requested below, including the \$50 license application fee, to the Oregon City Public Works Department. The application must be signed by an authorized representative of the entity requesting a license.

The City will review the information and return an executed copy of the application, if approved. The copy of the executed license application will serve as the license required by Chapter 13.34.

For additional information, please contact Oregon City Public Works, Right-of-Way Coordinator, 971 204-4601.

**Applicant Information:**

<i>Applicant Name (Include Corporate Name registered with Oregon Secretary of State and any DBAs and affiliates that will construct, own or control any facilities in the ROW.)</i>	<i>Applicant's Authorized Contact Name(s) and Title(s):</i>
<i>Street</i>	<i>City/State/Zip</i>
<i>E-mail Address</i>	<i>Phone</i>
	<i>Fax Number</i>

**Describe the Facilities to be Constructed or Operated:**

*General location of the existing and/or proposed facilities:*

*Description of the approximate number of feet of plant existing and/or to be installed in the ROW:*

**Describe whether the facilities are or will be aerial or underground:**

**Describe the size of facilities and equipment that are or will be located in, on, under, over, or above the right of way:**

**Check all of the following that apply regarding the services to be provided by Applicant over the facilities in the right of way (see definitions in Chapter 13.34) and provide a description of the utility services to be provided:**

- Cable Service**
- Communications Services**
- Natural Gas**
- Electricity**
- Water**
- Sanitary Sewer**
- Storm Sewer**
- Other:** \_\_\_\_\_

**Please provide a description of the utility services to be provided:**

**Attach documentation or a statement that demonstrates that the applicant has received or is legally qualified to receive authorizations from state and/or federal authorities necessary to conduct the activities that will require use of the ROW.**

- Check box if no authorization is required**

## **SIGNATURES:**

*By executing this License, the undersigned affirms that he/she is an authorized representative of the company ("Licensee") with the authority to execute this License Application.*

*I hereby certify, on behalf of Licensee, that the information provided in the license application is true and correct as of the date hereof, and that Licensee agrees to abide by the obligations set forth in Chapter 13.34 of the City Code of Ordinances of the City of Oregon City.*

By:	Title	Date
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***The City of Oregon City hereby grants to Licensee the License required pursuant to Chapter 13.34 of the Municipal Code:***

By:	Title	Date
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## **OFFICE USE ONLY:**

Date License Issued	Date License Expires	Issued By
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- License Application Fee Received**
- Legal Authority to Conduct Activities in the Right of Way**
- Certificate of Insurance Received**

Send completed application packet to: Oregon City Public Works, 13895 Fir Street, PO Box 3040, Oregon City, OR 97045  
Questions? Call 971 204-4601 or visit [www.orcity.org/RightOfWay](http://www.orcity.org/RightOfWay)